Minutes of the SCHC Board of Directors Meeting

February 16, 2012 – 2:30 pm EST

In Attendance:

Sharen Breyer
Sabrina Caldwell
Pam Kreis
Bernie Lindquist
Suzanne Matuszewski
David Peters
Angela Rath
Robert Skoglund
Michele Sullivan
Darlene Susa-Anderson
Ann Thompson
Gary Wilkinson

Regrets:
Mark Cohen

Recording Secretary: Angela Rath

1. **Call to Order**

2. **Approval of December 2011 Minutes** (revised minutes circulated by B. Lindquist on Thursday January 19, 2012 at 3:23 pm EST)
   Sabrina Caldwell moved to approve minutes. Dave Peters seconded. Minutes approved.

3. **Approval of January 2012 Minutes**
   Minutes submitted needed more information. Minutes will be re-submitted and will be voted on at the March Board call.

4. **Unfinished Business**
   - Update from ad Hoc Committee concerning registration options
     No further action has been taken on this topic. Group will reconsider options available and come back to the Board with recommendations at a later date.
   - Update on AIHA/SCHC Registry Efforts
     D. Deeds will be representing SCHC on the Registry Steering Committee. Chandra Gioiello, R. Skoglund and S. Caldwell will be representing SCHC on the Subject Matter Committee. No numbers are available yet as to how many people have signed up for the exam. That information must come from the AIHA Registry program.
   - Review of Spring 2012 timetable
     Two e-mails have been sent out to the membership so far. Number of registrations for the courses and meeting are not available at this time. Course registration cut-off is in two weeks.
   - SCHC-OSHA Alliance Meeting update
     OSHA Alliance signing is scheduled for March 1, 2012. Regular quarterly meeting will take place at OSHA after the signing. Those attending are D. Peters, S. Matuszewski and M. Sullivan.
   - Update on Standard Practice revision
     No update at this time.
   - New Awards Proposal

No additional information on the proposed awards is available at this time. It was brought up that there is no information on the awards on the SCHC website. The Awards committee will check the website and get it updated.

- Review of Social Networking Proposal
  D. Susa-Anderson reached out to the Outreach Committee for additional information on the Board's concerns to the Social Networking proposal. D. Deeds provided some written comments but no one from the committee was available to attend the Board meeting. It was felt the analysis and recommendations for $750 was a good investment. The real concern was how "success" would be measured and who would be responsible for making the determination. After much discussion both pro and con, D. Peters made a motion to accept the proposal as written. P. Kreis seconded the motion. The motion failed. It was decided the proposal would be sent back to the committee with the understanding that the Board is committed to the idea. More information is needed to educate the Board on what can be expected from the investment. A recommendation was made to have the suggested consultant meet with an ad hoc committee to provide that information.
- Impact of DC Non-Profit Corporation Act
  P. Kreis had contacted John Gillick, our attorney, to see if he or his firm could help with the review process. As soon as the documents are assembled, they will be forwarded to John.
- Development of guidelines for BOD dinner invitations
  The guidelines have been completed. They will be placed in the Board section of the Standard Practices. For clarification invitations to the Board dinner will come from the Chairman of the Board.
- Ebookbrowse Issues
  It is recommended that all documents placed on the SCHC website have a copywrite statement included. S. Caldwell will provide the suggested text. A. Thompson will inform the Program Committee so the same statement can be added to documents placed on the website from the speakers.
- PDC Update
  The fall 2012 meeting will be the first meeting starting on Wednesday and wrapping up Sunday afternoon. PDC will be offering five 90-minute webinars in March on Registry Examination Preparation. On March 15, PDC will be offering a webinar on OSHA's Adoption of the GHS with Jennifer Silk as the speaker. The OSHA-Alliance committee requested that SCHC offer to OSHA that we would host a free webinar on OSHA's Adoption of the GHS. SCHC's platform will be used and attendees will only need to register. Date, time and who the speaker will be will be finalized at the meeting with OSHA in March. D. Peters requested that the Board approve to pay the honorarium of the speaker (if not an OSHA employee), the administrator's time and provide the platform for the webinar. P. Kreis moved to provide the items requested. B. Lindquist seconded the motion. Motion carried.

5. **New Business**
   None
6. **Announcements**
   - Next meeting: Thursday March 15, 2012 – 2:30 pm EST (recording secretary – Bob)

7. **Adjournment –** 3:59 pm
   Motion to adjourn – Ann Thompson
   Seconded – Sharen Breyer